

Student Ethical AI Use Declaration Form

Course: _____

Instructor: _____

Student Name: _____

Date: _____

Purpose of This Declaration

Artificial Intelligence (AI) tools can support learning when used responsibly. This declaration ensures that students use AI in an ethical, transparent, and academically responsible manner, aligning with established standards of academic integrity. By signing below, students confirm they understand what is permitted, what requires citation, and what is prohibited.

Student Declaration of Ethical AI Use

1. Ethical Purpose

I affirm that I will use AI tools to support my learning, not to replace my own thinking. I will use AI to assist with understanding, brainstorming, practicing skills, or refining ideas, but not to generate full assignments that I present as being my own.

2. Ownership of My Work

I understand that all work I submit must reflect my own thinking, reasoning, and learning process.

When AI provides ideas, structures, examples, or content, I will revise, interpret, and build upon that information in my own voice.

3. Transparency & Citation

I will be transparent whenever AI contributes to my work.

If I use AI to:

- brainstorm ideas
- summarize information
- generate text, images, or code
- offer feedback or revisions
- help with explanations or examples

Student Ethical AI Use Declaration Form

- assist with outlining or rewriting

I will cite the AI tool clearly and accurately in my assignment.

4. Accuracy & Verification

I recognize that AI may produce incorrect, biased, fabricated, or incomplete information.

I will:

- verify facts and data from trusted sources
- check accuracy and credibility
- use critical thinking before accepting AI-generated outputs

5. Privacy & Safety

I will not share private, sensitive, or confidential information with AI systems.

This includes personal data, passwords, student records, or anything that compromises my safety or others'.

6. Prohibited Uses

I will not use AI to:

- submit entire assignments written by AI
- bypass learning or avoid doing my own work
- generate solutions during closed-book tests, quizzes, or restricted assessments
- fabricate citations, data, or evidence
- impersonate others or create deceptive content
- violate school, class, or assessment guidelines

7. Honesty in Clarifications

If asked by my teacher, I agree to explain:

- how I used AI
- what parts of my work came from AI
- the reasoning process I followed
- the drafts, notes, or logs showing my own thinking

8. Consequences

Student Ethical AI Use Declaration Form

I understand that unethical use of AI may result in:

- revision requests
- grade penalties
- academic integrity investigations
- loss of AI privileges
- additional learning reflections or assignments

9. Commitment to Integrity

By signing this declaration, I commit to using AI as a learning partner—not a shortcut.

I affirm that I will uphold the values of honesty, responsibility, and respect in all academic work.

Student Signature

Student Signature: _____

Date: _____

Instructor Signature (optional): _____

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How to Cite AI Tools in APA Format

APA now recognizes generative AI as a source requiring proper attribution.

In-text citation (paraphrased or summarized AI output)

(OpenAI, 2025)

In-text citation (direct quote)

“Text generated by the AI...” (OpenAI, 2025).

Reference List Entry

Format:

OpenAI. (Year). *Title or description of output*. ChatGPT (Version).

<https://www.openai.com/chatgpt>

Example:

OpenAI. (2025). *Explanation of the causes of the French Revolution generated by ChatGPT on March 18, 2025*. ChatGPT (Version 5.1). <https://www.openai.com/chatgpt>

If you used a prompt that shaped the output: Include the prompt in the reference entry.

Example:

OpenAI. (2025). *Response to “Explain the water cycle in simple terms” prompt*, generated March 18, 2025. ChatGPT (Version 5.1). <https://www.openai.com/chatgpt>

When to cite AI

You should cite AI when it provides: wording, ideas, structure, analysis, examples, explanations or summaries, code, images, data or tables.

You do not need to cite AI if you only used it for:

- grammar suggestions
- spellchecking
- formatting help